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FILE Person Budget

MEMORANDUM FOR: Director, Office of Communications

THROUGH : Deputy Director (Support) */s/ LK* 5 MAR 1964

SUBJECT : Confirmation of Revision of FY 1964 Budget Estimates

REFERENCE : (a) Action Memorandum No. A-329

(b) Memo to Office of Budget, Program Analysis and Manpower, dtd. 20 December 1963, same subject.

(c) Memo to Deputy Directors, Chiefs of Offices, Staffs and Operating Divisions, dtd. 7 January 1964, Subject: Call for Revised FY 1964 and FY 1965 Budget Estimates, signed by Dir./OBPAM

1. Reference (a) informed you of a reduction in the position ceiling for Office of Communications for Fiscal Year 1964 from [] and requested a revised financial plan. Your reply, contained in reference (b), proposed a reduction in your FY 1964 Financial Plan from [] to []

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2. Reference (c) provided all offices with revised position and fund ceilings for FY 1964 and FY 1965 and requested revised budget estimate data for inclusion in the FY 1965 Congressional Budget. While the position ceiling for Office of Communications remains at [] the revised position ceiling for Office of Communications for budget presentation was [] of which [] positions were designated as controlled. Since then, there have been added 2 controlled positions raising the total budget ceiling to []. The revised fund ceiling for FY 1964 provided by reference (c) was []

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3. The revision of the FY 1964 data, in effect, constituted a revision of your FY 1964 Financial Plan. The revised financial plan is approved as submitted with the provision that [] of the amount programmed for research and development remain deferred.

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John M. Clarke
Director of Budget,
Program Analysis and
Manpower

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